

**Buffalo Trace  
District Intervention Committee  
January 20, 2005**

The Buffalo Trace DEIC held a meeting on Thursday, January 20, 2005 at 9:30 a.m. at the office of the Buffalo Trace ADD, 201 Government Street, Suite 300, Maysville, Kentucky.

Melisa Cantrell, Chair welcomed everyone. **Members present** Kelly Case, Sandi Penrod, Jane Fay, Anita Forman, Lorna Kay Sapp, Becky Moore, and Melisa Cantrell

The minutes from November, 2004 were discussed and Lorna Kay made a motion to accept the minutes, second by Sandi Penrod. Minutes were approved.

Those present reviewed the DEIC members list and made suggestions that some of those listed members should be contacted by DEIC chair to determine if they want to continue serving or if someone else should be designated in their place.

**Point of Entry**

Kelly Case passed out referral sheets for the months of November and December (See attached copies). She provided the following provider updates: Stepping Stones Rehab Center/ Allison Parker, Speech therapist for Mason, Bracken, and Fleming Counties. Lisa Potter, Developmental Interventionist for Lewis County only. Comprehend, Inc. is no longer providing Developmental Intervention and Progressive Therapeutics will no longer provide therapy for First Steps children after February 7. We continue to need PSCs. PR activities: radio announcements continue. Kelly said she has been using the DOCs screenings, but has concerns whether this is really beneficial or if it may be excluding children that should not be excluded.

**Staff Report**

Jane Fay provided new First Steps website address which will be ready February 1. She provided a handout on upcoming training for Battelle users to be held in Anderson County. Jane said new CBIS forms which include Delay Ranking Scales are available on the CBIS website. She says all but one Buffalo Trace provider, has had training on the new ifsp. Twenty-nine providers attended IFSP training on January 13. Jane also said that four of the Emergency Regulations were finalized. Cotreatment rates may change in February. Jane said until the new Family Rights handbook is available, the revised Definitions, Statement of Assurances, and page 3 should be copied and placed in the old handbook. Jane updated committee on Mini Conferences. She said there are 3 workgroups that are working and making recommendations to the State. Becky Moore continued discussion on the Family Rights handbook and said she is not sure when the handbook will be available. She said that ISCs and PSCs should explain the

“Consultative Model” as part of the families’ orientation to First Steps. She discussed transition surveys. She said that families have received a letter from the State discussing “Delay Ranking Scale” in detail. Melisa recommended that prior to future mailings, PSCs need to be aware what is being sent to their families, so they can explain the letter to any families who may have questions.

### **Old Business**

Kelly Case discussed line by line proposed bylaw changes. Becky Moore made suggestions to change a few more items. Everyone present in agreement. Jane Fay said that she would type the revised bylaws. These bylaws will replace current ones. Melisa Cantrell will send copies to all current DEIC members.

### **New Business**

Melisa Cantrell said that more volunteers are still needed for the Standing Committees, according to bylaws Melisa will select members to fill those positions as needed.

Melisa Cantrell said there is a Transition Committee meeting on February 3 @ 9:30 am. She will send notice to all those committee members. Lorna Kay Sapp provided a list of trainings that she is available to present.

All business being finished motion was made by Anita Forman to adjourn.

Next meeting will be held on March 24, 2005.